

Department of the Army  
Headquarters, U.S. Army  
Industrial Operations Command  
Rock Island, IL 61299-6000

IOC Suppl to AR 385-40

07 AUG 1996

Safety

ACCIDENT REPORTING AND RECORDS

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Applicability. This supplement applies to HQ, U.S. Army Industrial Operations Command (IOC), and all elements of the Command.

Decentralized Printing. All elements may locally reproduce this regulation.

Suggested Improvements. The proponent is the HQ, IOC, Safety Division. Users may send comments and suggested improvements to Commander, IOC, ATTN: AMSIO-DMS, Rock Island, IL 61299-6000.

Distribution. Distribution of this supplement is made IAW requirements submitted by IOC organizations (stocked/issued by Rock Island Arsenal, ATTN: RSSC-PSP).

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FOR THE COMMANDER:

Official:

*for David P. Shogman*  
WALTER T. SIMMONS  
Deputy Chief of Staff  
for Industrial Risk Management

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AR 385-40, 1 November 1994, as supplemented by AMC Supplement 1, 20 April 1995, is further supplemented as follows:

Page 1, Applicability. Add the following:

This supplement applies to all U.S. Army Industrial Operations Command (IOC) subordinate installations and activities, project/product managers and separate installations reporting directly to HQ, IOC. Special reporting requirements outlined in this supplement are in addition to those required by the basic regulation.

Page 1, paragraph 1-1, Purpose. Add the following:

This supplement amplifies responsibilities and procedures in the basic regulation for reporting accidents, incidents, and occupational illnesses occurring at IOC installations and activities.

Page 1, paragraph 1-4, Responsibilities. Add subparagraphs 1 through o.

1. The Chief, Safety Division, HQ, IOC will be the focal point for dissemination of IOC accident information and the results of technical investigations to agencies (excluding contractors) external to the IOC. The only exception will be reports submitted directly to the U.S. Army Safety Center (USASC).

m. The installation Provost Marshall Security Officer, or their representative, is responsible for notifying the IOC Provost Marshal Office whenever an on-post fatality, or a fatality with Army interest has occurred, or when an accident/fire has occurred and sabotage/arson may be involved.

Notifications must also be made to the installations supporting U.S. Army Criminal Investigation Command (CID) and Federal Bureau of Investigation (FBI)

\*This supplement supersedes AMCCOM Suppl 1, to AR 385-40, 5 June 1988.

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offices. For installations under concurrent or proprietorial jurisdiction, the appropriate local law enforcement agency must be notified.

n. The Chief, IOC Safety Division, will appoint a Safety Data Manager. The individual will...

(1) Be responsible for the requirements in paragraph 1-4d (5) of the basic regulation as they relate to the IOC.

(2) Perform special accident analyses at the request of the Chief, IOC Safety Division.

o. The Commander of each IOC installation or activity will assure that accidents are reported and recorded in accordance with the basic regulation, the AMC Suppl 1, and this supplement.

(1) All accidents are recordable, at least to installation level, and all Class D and higher accidents will be reported to the installation safety office.

(2) All accidents which require or may require a Board of Investigation (BOI), (appendix A), will be reported by telephone immediately to ...

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|---------------------------------------|---|
| (a) IOC Safety Division,<br>AMSIC-DMS | Commercial (309) 782-2554/3461/2024<br>DSN 793-2554/3461/2024 |
| (b) IOC Staff Duty Officer            | Commercial (309) 782-3510/6001<br>DSN 793-3510/6001           |
| (c) AMC Safety Office<br>AMCSF-S      | Commercial (703) 274-9321/9475<br>DSN 284-9321/9475           |
| (d) AMC Staff Duty Officer            | Commercial 703 274-9223<br>DSN 284-9223                       |

(3) All Class A and B accidents will be reported by telephone to the USASC, Commercial (334) 255-2660/3410 DSN 558-2660/3410, following initial IOC and AMC notification.

(4) Joint Ordnance Commanders Group Messages will be submitted within 24 hours for explosives accidents, including fires, exceeding \$2,000 in damages or a lost workday (or more serious) injury.

Page 8, paragraph 2-11a. Add subparagraph (1)(c).

(c) Property damage costs shall be separated from personnel injury/illness costs for classifying accidents (Class A-C). Accidents shall be classified based solely on the total costs of property or the injury/illness severity. Injury/illness severity is defined as a fatality, permanent total disability, or permanent partial disability.

Page 9, paragraph 2-12a(3). The following clarifies Army Contractor Personnel:

(3) Army Contractor Personnel. For accident reporting purposes, Army contractors are those full-time, long-term contractor employees who are essential to accomplishment of an activity's mission.

(1) Examples of contractor personnel who are to be included are:

(a) Prime operating contractors at Government-owned, contractor-IOC operated facilities.

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(b) Prime contractors at depots, arsenals, and proving grounds who continually perform full-time duties on an AMC installation under Army contract (maintenance directorates, facilities engineering directorates, etc.).

(c) Contractor employees working on third-party contracts.

(d) Full-time, long-term subcontractor employees who are essential to the accomplishment of an activity's mission (such as security, medical, etc.).

(2) Examples of personnel who are not to be included are:

(a) Subcontractor janitorial, food services, and facilities repair employees painters, roofers, fence construction workers, etc.

(b) Employees of contractors who service office or other equipment, vending machines, etc.

Page 11, Paragraph 4-2, Accident Investigation Boards. Add the following subparagraphs:

4-2(c)(4). HQ, IOC involvement in the installation accident investigation process. The CG, IOC shall determine the degree of HQ, IOC staff involvement in the installation investigation process. The following policy shall apply unless the CG, IOC or his designated representative directs otherwise.

(a) For accidents sustained by tenants of facility contractors at IOC installations - No HQ, IOC, staff involvement is required.

(b) For accidents sustained by facility contractors at IOC installations:

(1) working on non-DOD items - No HQ, IOC, staff involvement is required.

(2) working on DOD items for which Defence Contract Management Command (DCMC) is the Administrative Contracting Officer (ACO) - No HQ, IOC, staff involvement is required unless requested by DCMC. Upon receipt of such a request, the IOC Safety Division shall inform the Command Group. The IOC Safety Division shall honor the request unless otherwise directed by the Command Group.

(3) working on DOD items for which the IOC is the ACO - HQ, IOC, involvement as determined by paragraph 4-2(c)(5) of this supplement.

(4) working on IOC workload - HQ, IOC, involvement as determined by paragraph 4-2(c)(5) of this supplement.

4-2(c)(5). Degree of HQ, IOC, involvement in the installation accident investigation process. When HQ, IOC, involvement is required by paragraph 4-2(2)(4) or the CG, IOC, the IOC Safety Division shall convene an official BOI. The President/Chairman of the BOI shall be a member of the IOC Safety Division.

Page 11, Appendix H, paragraph H-6a. Add subparagraphs (3) through (6).

(3) The USACIDC will be the first on site to conduct an investigation whenever a fatality occurs or whenever evidence of sabotage or arson is discovered or suspected (for those installations under Proprietary Jurisdiction, the local law enforcement community must be notified in addition to CID. The CID will work a collateral investigation with the local law enforcement officials).

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(4) Pending arrival of the USACIDC investigator (local law enforcement officials for Proprietary Jurisdiction), the site will be secured and only actions to protect life, the environment, and property will be permitted. Such should be coordinated with USACIDC.

(5) Request instructions from the USACIDC as to the disposition of deceased victim(s) (for Proprietary Jurisdictions, the local civil law enforcement officials must be contacted).

(6) If removal of deceased victim(s) is approved, comply with the instructions in AR 385-40, paragraph 5-4b, and any instructions given by the USACIDC/local civil law enforcement officials.

Page 14, Paragraph 5-3 (AMC Supplement 1), Processing accidents reports.  
Add paragraph c.

c. Reporting Timeframe. IOC installations and activities will prepare and send one original and one copy of the appropriate forms (DA Form 285, DA2397-R series form, DA Form 2397 AB R, or DA Form 285-AB-R) and supporting documents within 21 calendar days following the occurrence to Commander, IOC, ATTN: AMSIO-DMS.

Page 16, (AMC Supplement 1), Appendix J, Chemical Agent Events. The following procedures clarify the instructions in the AMC Suppl 1, appendix J:

a. Paragraph J-1b instructs you to use the "Chemical Event Format and reporting procedures contained in AR 50-6." However paragraph J 1d and AR 385-40, paragraph 8-2, instruct us to use the "format for reporting chemical events....given at figure 8-1." Figure 4-1 of AR 50-6 for chemical event reporting does not match figure 8-1 of AR 385-40. Figure 8-1 of AR 385-40 should be changed to match the format of figure 4-1 of AR 50-6. Use figure 4-1 of AR 50-6 for reporting.

b. Paragraph J-2e: The first sentence should be changed to read "chemical activity commander which incurred....". This is to make it clear that the chemical activity commander on an IOC installation has the primary responsibility to host the accident investigation team rather than the IOC installation commander.

c. Paragraph J-2f: The first sentence should be changed to read, "The chemical activity commander which incurred....". Also, need to add another sentence immediately after the first stating, "A copy of all status reports will also be provided to the host installation commander when the chemical activity is a tenant." This will keep the IOC Installation Commander informed of the tenant Chemical Activity actions.

Page 18, paragraph 10-2a, Ionizing radiation accidents. Add the following after the last sentence in paragraph 10-2a:

The reporting criteria, paragraph citations, NRC addresses, and phone numbers have changed in 10 CFR and 49 CFR. Review both Code of Federal Regulations for reporting instructions.

Page K-1, AMC Supplement 1, Appendix K, Response Requirements for On-Scene Technical Investigations: Replace or delete the following:

a. Paragraph k-2. Delete IOC and add TECOM and CBDCOM. The nuclear weapons mission is no longer an IOC function, and CBDCOM now has responsibility for chemical agents. TECOM is added due to its continuing mission with nuclear reactors.

b. Paragraph K-4a. In the first delete "...a BROKEN ARROW or BENT SPEAR" and replace with "...nuclear incident." The Army no longer has a nuclear

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weapons missions; old terms should be deleted. The term nuclear incident will cover nuclear reactors. For the same reason, delete the term "DULL SWORD" in the third sentence.

c. Paragraph K-4b. Replace the term "...chemical accident..." with "...major chemical event...". Replace the term "...chemical incident..." with "...minor chemical event...". Replace the term "...DULL SWORD..." with "...minor nuclear incident...". The terms chemical accident or chemical incident are not defined in AR 385-40 and should be replaced with chemical event. The term DULL SWORD applies to nuclear weapons which the Army no longer has.

Page 18, (AMC Supplement 1), Appendix L. Add subparagraph L-4:

L-4. In addition to the preceding occurrences, the following occurrences will be investigated and the results forwarded to the IOC, ATTN: AMSIO-DMS, for evaluation and the promulgation of lessons learned:

(1) Occurrences when bioassays of personnel indicate statistically significant radioactive-material body burdens in excess of appropriate background.

(2) Occurrences of detectable skin contamination.

(3) Occurrences of surface contamination outside radiologically controlled areas of 1000 dpm/100cm<sup>2</sup> for uranium, associated decay products, and beta-gamma emitters (except Sr-90) 20 dpm/100cm<sup>2</sup> for transuranics and radium-226, and 200 dpm/100cm<sup>2</sup> for thorium and Sr-90.

Page 20, (AMC Supplement 1), Appendix M. Nuclear Accident/Incident Report. Delete from following:

a. The term IOC in paragraphs M-1b, M-2b, M-2c(1) and (2), M-3, and M-3b.

Appendix A

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IOC Accident Reporting and Records Policy

Accident Classes

- Class A Accident:     Damage cost: \$1,000,000 or greater.  
                          Injury/Illness: Fatality or permanent disability.  
                          DOD aircraft, missile, or spacecraft is destroyed,  
                          lost, or abandoned.
- Class B Accident:     Damage cost: \$200,000 to less than \$1,000,000.  
                          Injury/illness: Permanent partial disability.  
                          Three or more persons hospitalized.
- Class C Accident:     Damage cost: \$10,000 to less than \$200,000.  
                          Injury/Illness: Lost time (any lost time beyond day/  
                          Shift of injury).
- Class D Accident:     Damage cost: \$2,000 to less than \$10,000 to repair,  
                          clean up, or replace.  
                          Injury/Illness: First aid only, no lost time.

Board of Investigation

Accidents requiring Board of Investigation appointed by major subordinate command (IOC). (Includes permitting installation level investigation upon decision of MSC).

On-duty facility (military or civilian).  
Fatality of non-Army person due to Army operation.  
Explosives accident exceeding \$25,000 in damages.  
Any accident involving \$75,000 in damages.  
Lost workday injuries to three or more persons.  
Chemical event involving real or suspected personnel exposure, detectable agent beyond the exclusion area, or any event indicating flaws in the integrity of the chemical agent safety program.  
Any accident wherein the commander of the MSC (or installation) deems that a Board of Investigation in the best interest of the Command.